

MINUTES OF A MEETING OF YATE AND PICKUP BANK PARISH COUNCIL HELD ON MONDAY 29 APRIL 2019 AT 7.30 PM, AT THE GIRL GUIDE CENTRE PICKUP BANK.

Present: Cllrs I Parkinson (Chair), B Massey, A Wild and J Smith.

0188 Apologies for Absence

There were Apologies for Absence from Cllr P Smith.

0189 Declarations of Interest

There were no declarations of Interest.

0190 Minutes of the Meeting held on 19 November 2018

Resolved: that the minutes of the meeting held on 19 November 2018, having been circulated be received, and approved and signed by the Chair.

0191 Matters Arising

There were no matters arising from the meeting held on 19 November 2018.

0192 Planning

There was one planning applications received by the clerk.

Cllrs had no objections to the planning applications.

0193 Accounts

Resolved: that the following accounts be approved:

Clerks Salary: £ 300.00 (Jan-Mar 2019 already paid), HMRC: £ 75.00 (Jan-Mar 2019 already paid), Lengthsman: £ 70.00 (already paid), Clerks Salary: £300.00 (April-June 2019),HMRC: £ 75.00 (April-June 2019) Subscriptions: £106.11.

0194 New Lengthsman

The Lengthsman had carried out various duties for the Parish Council that had included strimming, litter picking and cutting back overgrown bushes. Volunteers had been doing litter picking and the red bags were collected by the Council. There was a problem at the moment with fly -tipping.

0195 Fracking

There had been no update on Fracking.

The clerk would keep councillors updated on any future changes.

0196 West Pennine Moors-Site of Special Interest (Update)

This item would be discussed at the next meeting.

0197 To receive items for information

There were no items of information received by the clerk.

0198 Any Other Business

- ❖ There had been no response from residents regarding the filling of the current vacancy.
- ❖ The Chapel Wood path needed work on it. The Picnic Area needed to be strimmed.
- ❖ There needed to be an action plan for both Chapel Wood and Wileswood
- ❖ Cllr Parkinson to look at signs for the Parish.
- ❖ Issues around waste being dumped around the bridge area of the brook.
- ❖ Car tyres left on the side of the road.
- ❖ Councillors would ask The Lengthsman to look at repairing the walls , strimming and tiding along the culvert towards Hoddlesden.
- ❖ There had been an issue with potholes along Broadhead Road and Longhey Lane which were slowly being resolved.
- ❖ Clerk to email the Dog Inn to support their grant application for equipment.
- ❖ There was an issue with theft in the area.

Exclusion of Public and Press

0199 Financial Position 29 April 2019

The financial position to the 29 April 2019 had been circulated to councillors with the agenda.

Councillors noted and approved the latest financial position.

0200 Certificate of Exemption 2018/19

As the Parish Council had a total gross income and total gross expenditure of less than £25k, there was no need to send off detailed accounts to the External Auditor. Instead an exemption certificate was signed by the chairman and the

clerk which was submitted to the External Auditor on **14 May 2019**. The Annual Internal Audit Report, Annual Governance Statement, Annual Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still needed to be fully completed and, along with a copy of this certificate, published on a public website* before 2 July 2018. By signing this certificate the Parish Council were also confirming that this would be done.

Action: Clerk to ensure that all the above actions were completed.

0201 Annual Internal Audit Report (2017-18)

The Annual Internal Audit for 2018-19 had been carried out in accordance with the needs of the Parish Council. Acting independently **Mr F Cumpstey** had looked at the assessment of risk carried out selective assessment of compliance with the relevant procedures and controls that were in operation during the financial year to 31 March 2019. On the basis of the findings in the areas examined the internal audit conclusions were summarised . The conclusion was that in all significant respects the control objects were being achieved throughout the financial year. The Internal Auditor had concluded that the accounts were materially accurate and correct.

Councillors accepted the report and conclusion of the Internal Auditor and thanked him for carrying out the audit for 2018-19 financial year.

0202 Governance Statement 2018/19

In compliance with a change in the accounts and Audit Regulations 2015, the clerk went through the Annual Governance Statement **2018-19** with councillors. Councillors acknowledged that there was a sound system of internal control, including arrangements for the preparation of Accounting Statements. The statement was signed by the Chairman.

0203 Annual Accounting Return (2018-19)

The clerk explained to councillors section 2 which were the Accounting Statements relating to **2018-19**. Councillors accepted/approved the return which was signed off by the Chairman.

0204 Annual Risk Assessment 2018-19

Regulation 4 of the Accounts and Audit (England) Regulations 2011 requires that authorities (Parish Councils) review the effectiveness of internal control which included arrangements for the management of risk. The Parish Council following advice had produced its own bespoke template to assess potential current and future risks. Councillors reviewed the list of risks and procedures in place to combat them. All risks were categorised by Councillors.

Resolved: that the risk assessment having been reviewed be formally adopted and accepted as a fair assessment of the risks of the Parish Council for the ensuing year.

0205 Precept Information 2019-20

The clerk informed members that he had received the notification of the tax base and request for precept information for the financial year 2018-19. He would send the relevant information to Blackburn with Darwen Borough Council. The funding from the council would remain the same as the previous year but would be adjusted for any base line changes .(See Appendix A)

0206 Review of Clerks Salary

There was no review of the clerks annual salary for this financial year.

0207 Date and Time of the Next Meeting

The next meeting will be held on Monday 16 September 2019 at 7.30pm, at The Girl Guide House Pickup Bank.

**YATE AND PICKUP BANK PARISH
COUNCIL (APPENDIX A)**

1st February 2019.

Precept for 2018-19

	Total Precept £	Base Calculation	Household Bill charge £	
Parish Precept	3070.00	138.74	22.13	91%
Government Grant****	260.00	0	0	9%
Totals	3330.00	138.74		100%

****Note: The grant part of the precept is funded separately and can be subject to change.

Impact of Increases		£	£	Percentage Increase
Base Calculation		3070.00	22.13	0.00
Increases	100.00	3170.00	22.85	3.26 %
	150.00	3220.00	23.21	4.89 %
	200.00	3270.00	23.57	6.51 %
	300.00	3370.00	24.29	9.77 %
	400.00	3470.00	25.01	13.03 %
	500.00	3570.00	25.73	16.29 %

1) The charge of £22.13 is based on a Band D.

2) From 1st April 2013 local council tax support schemes replaced council tax benefit in England.

As a result the council tax base is reduced where a dwelling is in receipt of council tax support in a similar manner to other council tax discounts. This reduction in the tax base reduces the amount of council tax income that can be raised for the Borough as a whole, and for each Parish. For 2019-20 the Council will again pass down an element of government funding to each Parish to help offset the effects of any reduction in tax base. The grant will be maintained at the level provided in previous years, but will continue to be reviewed on an annual basis.

3) The annual review of Council Tax has taken place for 2019-20 and the Parish is awaiting confirmation of the amount of the precept.

4) The base calculation has stayed the same as the previous year.

Rory Needham

Clerk to Yate and Pickup Bank Parish Council

